

Budget Training Seminars

Budgeting: Past and Future

Monday, April 12th from 9 am to Noon
in the Small Auditorium of the
Hubert Humphrey Building

“Flashback: How Budgeting Has
Changed over the Last 20 Years”
Panel Discussion: Tony McCann,
Dennis Williams, and Kirk Donovan

“Fast Forward: How Budgeting May
Change over the Next 5 Years”
Stan Collender, Publisher and Chief
Editor of the Federal Budget Report

Budgeting: What's the Process?

Tuesday, April 20th from 9 am to 1 pm
in Room H and I of the
Parklawn Building

Optimizing Funds

Linking GPRA to the Budget

The HHS Budget Process
for Non-Budgeters

Macro Budgeting

Wednesday, April 28th from 9 am to 1 pm
in the Small Auditorium of the
Hubert Humphrey Building

OMB Structure and Functions

OS Structure and Functions

Explanation of Scorekeeping

Technical Budgeting

Thursday, May 6th from 9 am to 1 pm
in the Small Auditorium of the
Hubert Humphrey Building

Preparing an HHS Apportionment

Waterfall Outlays

Understanding Treasury Statements

Overview of the MAX System

Monday, April 12. This seminar for senior managers and analysts will explore how budgeting has evolved over time and how the budget process may change in the future. The seminar will begin with a panel discussion, moderated by Assistant Secretary for Management and Budget John Callahan, that examines how budgeting has changed over the last twenty years. Panelists Tony McCann (Clerk of the House L/HHS Appropriations Subcommittee and a former ASMB), Kirk Donovan (dean of the HHS budget corps), and Dennis Williams (Deputy Assistant Secretary for Budget) will share their insights on topics such as how budget rules and procedures have changed over time, how budgeting occurred without computers, and how budgeting has differed under various Administrations and Congresses. The second half of the seminar will shift from the past to the future and look at how the budget process is likely to change as we enter the era of surpluses. We are pleased to have Stanley E. Collender, senior vice president of Fleishman-Hillard and editor-in-chief of “The Federal Budget Report”, joining us to discuss topics such as proposals to reform the budget process and how rules designed to control deficits may be changed to deal with surpluses.

Evaluation Results for Monday, April 12th: **4.3** on a 5 point scale

Tuesday, April 20. This seminar will first explore two issues that are key to effective budgeting and decision making for budget analysts and financial management staff. In the first session on “Optimizing the Use of Funds”, Mita Shuklar Kumar of the Office of General Counsel will discuss the authorities governing and the legal issues related to Funds Transfers, Interagency Agreements, Use of 1% Evaluation Funds, and Reprogramming. Erin O’Connell and Dan Berger of the HHS Office of Budget will discuss techniques and procedures for using these tools. In the second session on “Linking GPRA to the Budget”, Frank Burns, Chief of the Budget Office Integrity and Management Functions Branch, will discuss the unique challenges of implementing GPRA in a Department as large and varied as HHS, addressing topics such as how performance data can be used to inform budget decisions, how to reduce the administrative burden of GPRA, and how to develop successful partnerships between budget and planning staff. We will close this seminar with a unique session being presented by Dennis Williams, the Deputy Assistant Secretary for Budget, on the HHS Budget Process. This session will be particularly helpful for new analysts (new to budgeting or new to HHS) and non-budgeters, such as program analysts. Mr. Williams will cover the HHS internal budget process, including development of the Secretarial Initiatives, and provide an overview of the Congressional process.

Evaluation Results for Tuesday, April 20th: **4.2** on a 5 point scale

Wednesday, April 28. This seminar, designed for all budget levels from senior managers to junior analysts, will examine the structure, functions, and responsibilities of both the Office of Management and Budget (OMB) and the Office of the Secretary (OS), as well as explore the topic of Scorekeeping. In the first session, we are honored to have Tom Reilly, Chief of the HHS Unit in the OMB Health Division, join us to discuss the organization of OMB and the responsibilities of the different components, how OMB fits into the larger Office of the President, and how OMB puts a budget together. In the second session, LaVarne Burton, the HHS Executive Secretary, and John Callahan, the Assistant Secretary for Management and Budget, will describe the organization and functions of the OS STAFFDIVs and the role these organizations plays in the budget process. Finally, Kerry Weems, Director of the Budget Office's Division of Budget Policy and Management, will examine scorekeeping for both discretionary and mandatory programs and how it affects budget decision making.

Evaluation Results for Wednesday, April 28th: **4.0** on a 5 point scale

Thursday, May 6. This seminar for analysts and staff will examine some of the more technical aspects of HHS budget formulation and execution. The first part of the seminar will focus on technical budget execution. Ed Martin, Director of the HHS Office of Budget Execution, will explain how to prepare an HHS apportionment, how to use waterfall tables, and how to understand Treasury Statements. The second part of the seminar will provide an overview of the MAX data system. Gail Zimmerman of the OMB Budget Review Division will discuss how the database is constructed, what data is contained in the MAX schedules, and the relationship of this data to the Galleys, Print Materials, and other parts of the President's Budget.

Evaluation Results for Thursday, May 6th: **4.4** on a 5 point scale